

ACADEMIC SENATE
OF
CALIFORNIA STATE UNIVERSITY
SACRAMENTO

Minutes

Issue #4

September 13, 1990

ROLL CALL

Present: Bach, Barnes, Barrena, Blake, Bourg, Brackmann, Brown, Burger, Carlson, Cook, Curry, de Haas, Decious, Freund, Glovinsky, Goldfried, Gonzalez, Hallinan, Harriman, Hayashigatani, Holl, Huff, Jakob, Johnson, Kelly, Kenny, Kornweibel, Low, Martell, D. Martin, L. Martin, Joan Maxwell, John Maxwell, McClure, Meier, Michael, Miller, Muller, Navari, Novosel, Pacholke, Palmer, Quade, Schuster, Serrano, Shannon, Shek, Steward, Sullivan, Summers, Toder, Tooker, Wayne, White, Whitesel, Winters, Wright, Yousif

Absent: Amos, Campbell, Cooper, Elfenbaum, Gelus, Hernandez, Kando, Mattos, Moore, Olson, Pyne, Reinelt, Weissman

INFORMATION

1. A Moment of Silence was observed in memory of:

FANNIE J. CANSON, Professor
of Education Emeritus
CSUS 1969-1984

DOUGLASS MICHELL, Professor
of Psychology Emeritus
CSUS 1955-1989

CAROLYN J. HADLEY, Assistant
Professor of Women's Studies,
1989-90
Lecturer, Women's Studies
and Humanities, 1983-1989

J. PAUL WALSMAN, Professor
of Social Work
CSUS 1978-1990

ELEANOR R. KIRKLAND
Professor of Education Emeritus
CSUS 1967-1983

2. Academic Senate meetings--Thursdays, 2:30-4:30 p.m.--were announced as follows:
September 27, Forest Suite, UU (G.E. Second Reading)
October 4, To Be Announced (G.E. Second Reading continued)
October 11, Forest Suite, UU (Regular Agenda)
October 18, TBA (G.E. Second Reading, if necessary)
October 25, University Theater, LIVINGSTON LECTURE
November 1, Forest Suite, UU (G.E. Action)

November 8, Forest Suite, UU (G.E. Action continued)
November 15, Forest Suite, UU (Regular Agenda)
November 22 HAPPY THANKSGIVING!!
November 29, Forest Suite, UU (G.E. Action, if necessary)
December 6, Forest Suite, UU (Discuss WASC recommendations)
December 13, Forest Suite, UU (Regular Agenda)

3. Information copies of the Catastrophic Leave Donation Program (M.O.U. 24.22) were distributed.
4. Senior Statewide Academic Senator Erwin Kelly reported on the September 7, 1990, meeting of the CSU Academic Senate.

ACTION ITEMS

AS 90-90/Ex. COMMITTEE APPOINTMENTS--SENATE

Academic Policies Committee:

JOAN MAXWELL, Senator, 1992

Curriculum Committee--Program Review Team Pool:

TIM HALLINAN, At-large, 1990-91
ERNIE HILLS, At-large, 1990-91
DENNIS HUFF, At-large, 1990-91
CARLOS PLUMMER, At-large, 1990-91

Faculty Professional Development Committee:

JEANNE PFEIFER, Education, 1993

Fiscal Affairs Committee:

ANE QUADE, Senator, 1992

Graduate Policies and Programs Committee--Program Review Team Pool:

ALLAN GORDON, At-large, 1990-91
CAROLE MAYER, At-large, 1990-91
THOMAS PHELPS, At-large, 1990-91

Carried unanimously.

***AS 90-91/Ex. COMMITTEE APPOINTMENTS--UNIVERSITY**

Alumni Board:

SHIRLEY BIAGI, Faculty Alumnus, 1991

Athletic Advisory Board:

ROSE LEIGH VINES, At-large, 1992

Campus Educational Equity Committee:

CHIANG WANG, SBA, 1993
DAN DECIOUS, Senator, 1991

Committee on Administrative Review:

P. MICHAEL SPARKS, At-large, 1993

Committee for University Program Review:

JAMES HILL, At-large, (term to be established)
MARGARET GOODART, At-large, (term to be established)

Council for University Planning:

JUANITA BARRENA, Executive Committee Member, 1991

Hornet Foundation Board of Directors:

RICHARD DICKINSON, At-large, 1993
TERRY THOMAS, At-large, 1994

Carried unanimously.

*AS 90-92/CC, Ex. GRADES (JOURNALISM MAJORS)

The Academic Senate recommends approval of the Department of Journalism's proposal to require that all courses included in the Journalism major be passed with a minimum grade of C-.

Carried unanimously.

AS 90-93/UARTP, Ex. UNIVERSITY ARTP POLICY--SECTION 9.01.S

The Academic Senate receives the University ARTP Committee's report of April 4, 1990 (Attachment A), with regard to the need for clarification of University ARTP policy Section 9.01.S proposed in AS 90-44B.

Carried unanimously.

*AS 90-94/Ex. UNIVERSITY ALCOHOL AND DRUG STEERING COMMITTEE, ESTABLISH

The Academic Senate endorses the establishment of a University Alcohol and Drug Steering Committee with the membership and charge described in the May 14, 1990, memorandum from Dean of Student Affairs George Wayne to Academic Senate Chair Juanita Barrena (Attachment B), subject to the following revisions:

1. Include the full title of the Director of Educational Programs in the Student Health Center, to avoid confusion with other positions on campus.

2. Include an additional item "D. To comply with and effect the 'CSU Action Plan on Substance Abuse' approved in principle by the CSU Executive Council on November 28, 1989." in the Committee's charge, and include a statement of the CSU Plan's recommendations (Attachment C) as an attachment to the University statement of the charge to the Committee.

Carried unanimously.

AS 90-102/Flr. FACULTY ALLOCATIONS, RESOURCES FOR SPRING 1991

The Academic Senate endorses the Executive Committee position, expressed in the September 11, 1990, memorandum from Chair Barrena to the Council for University Planning on the subject of Budget Adjustments (Attachment D). In particular, the Academic Senate affirms the position that currently unallocated funds should be devoted to faculty positions for instruction as the highest priority in order to support the Spring 1991 schedule.

Carried unanimously.

AS 90-103/Flr. FACULTY ALLOCATIONS AT CSUS, GENERAL PROCESS

The Academic Senate directs the Executive Committee to work with the President in defining an approach to addressing resource allocation issues. The Academic Senate further directs the Executive Committee to establish an ad hoc committee that will make recommendations about the process via which resource allocations will be made.

Carried.

The hour of adjournment having arrived, the following items were postponed to the October 11, 1990, Senate meeting:

AS 90-89/Flr. MINUTES

AS 90-95/UARTP UNIVERSITY ARTP POLICY--AMEND SECTION 5.05.B

AS 90-96/UARTP, Ex. UNIVERSITY ARTP POLICY--AMEND SECTION 9.01.H

AS 90-97/UARTP, FA, Ex. UNIVERSITY ARTP POLICY--ADD SECTION 6.08

AS 90-98/FA, Ex. DEPARTMENT CHAIR, ROLE AND RESPONSIBILITIES OF THE--Amends PM 89-14

AS 90-100/AP, Ex. GRADE CREDIT FROM FOREIGN INSTITUTIONS, POLICY ON

AS 90-101/AP, Ex. DROP POLICY

The meeting was adjourned at 4:30 p.m.


Janice McPherson, Secretary

*Presidential approval requested.



California State University, Sacramento

6000 J STREET, SACRAMENTO, CALIFORNIA 95819-2694

California State University, Sacramento
6000 J Street
Sacramento, California 95819

M E M O R A N D U M

APRO 6 1990

DATE: April 4, 1990

Academic Senate Received
413

TO: Juanita Barrera, Chair
Academic Senate
FROM: *William A. Dillon*
William Dillon
Presiding Member
University ARTP Committee

SUBJECT: AS 90-44B

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In connection with the adoption of AS 90-44B, I assured the Senate that I would ask the University ARTP Committee to consider language to specify the content of the question to be decided at a 9.01.S (proposed) meeting. The Committee has considered the problem and language to solve it and has decided to make no recommendation at this time. The Committee believes that Sections 9.07.P, Q, and R as currently approved when read in connection with 9.01.S as proposed make clear that an evaluation committee has not completed action in any case until it has adopted the text of an evaluation report and recommendation in a meeting for that purpose. Ordinarily, in such a meeting, any motions about the substance and form of a report and recommendation adopted in a previous meeting are subject to a motion to reconsider or rescind and are therefore vulnerable to anyone who wants to reopen the matter entirely provided he or she has the votes to do it. Of course, the Senate might preclude the motion to reconsider or rescind a substantive decision in a 9.01.S (proposed) meeting but the Committee is not prepared to intervene so deeply by regulation into a unit's affairs as to make a recommendation that the Senate do so. The Committee thinks, therefore, that a rule in this case can be no adequate substitute for a stable majority able to maintain its decision about the substance and form of an evaluation report and recommendation until it has finally adopted a text embodying them.

WD:dp

University ARTP Policy

9.07 Recommendation Process for Performance Review

- ...
- P. "Each peer review committee evaluation report and recommendation shall be approved by a simple majority of the membership of that committee." (M.O.U. 15.38)
- Q. "The end product of each level of a Performance Review shall be a written recommendation. Such recommendation(s) shall be placed in the Working Personnel Action File of the candidate." (M.O.U. 15.39) (See Sections 9.01.T and 9.01.U of this document.)
- R. "If any stage of a Performance Review has not been completed within the specified period of time, the Performance Review(s) shall be automatically transferred to the next level of review or appropriate administrator and the faculty unit employee shall be so notified." (M.O.U. 15.40)

AS 90-44B/UARTP UNIVERSITY ARTP DOCUMENT--AMEND SECTION 9.01

The Academic Senate recommends amending Section 9.01 of the University ARTP policy document, by adding:

- 9.01.S In any instance of evaluation, the written text of the committee's evaluation report and recommendation as it will appear in the candidate's file shall be approved by a simple majority of the evaluation committee in a meeting called for that purpose. (See Section 9.07.P of this document.)



California State University, Sacramento

SACRAMENTO, CALIFORNIA 95819-2694

DEAN OF STUDENT AFFAIRS


May 14, 1990

California State University, Sacramento
6000 J Street
Sacramento, California 95819

MAY 14 1990

Academic Senate Received
413

TO: Juanita Barrena, Chair
Academic Senate

FROM:  George H. Wayne, Dean
Student Affairs

RE: University Alcohol & Drug Steering Committee

This memorandum provides a revised outline for the University Alcohol & Drug Steering Committee. I believe this format will facilitate an effective working group. Kindly contact me once the Executive Committee of the Academic Senate has reviewed this information.

- I. Title: UNIVERSITY ALCOHOL & DRUG STEERING COMMITTEE
- II. Committee Charge:
 - A. To coordinate and plan a comprehensive alcohol and drug education program for the CSUS community.
 - B. To develop administrative procedures and policies relative to alcohol and drug abuse problems.
 - C. To recommend to the President the necessary mechanisms to implement item 3A. and 3B.
- III. Committee Meeting Schedule:
 - A. On a monthly basis
- IV. Committee Structure:

Committee structure will include a parent committee as well as three subcommittees.

A. Parent Committee

1. Members:

Dean of Students or designee
Director of Educational Programs
Three faculty members appointed by the Academic Senate
One Professional Services Faculty, e.g. library, coach, etc.
One representative from Public Safety
Representative from Student Activities
ASI President or designee
Two students-at-large
One representative from Faculty & Staff Affairs
One representative from University Staff Assembly

2. Chair

- a. Appointed to this position for the 1990-1991 academic year, Director of Educational Programs.
- b. This position will convene and preside at committee meetings, and report committee activities on a bimonthly basis to the Dean of Student Affairs.

C. Subcommittees

1. Subcommittees shall include, but not be limited to, the following:
 - a. Policy
 - b. Education Programs
 - c. Employee Programs
2. The parent committee shall define the charge and membership of each subcommittee.
3. Each subcommittee shall include at least one member from the parent committee.

Recommendations from
CSU ACTION PLAN ON SUBSTANCE ABUSE
(Executive Council approved in principle 11/28/89)

1. Each campus should establish and maintain a steering committee to:
 - 1) develop and coordinate campus plans for a comprehensive educational program concerning alcohol and substance abuse;
 - 2) develop campus policies and procedures related to the treatment of alcohol and drug abuse problems; and,
 - 3) monitor and ensure compliance with campus, system, state and federal policies and guidelines for dealing with issues related to alcohol and substance use and abuse.

The committee should be broadly representative of the campus community in order to address medical, personal, administrative and legal issues.

2. Each campus should develop and implement on-going comprehensive alcohol and drug abuse educational programs for students and employees. Particular attention should be given to tailoring programs to meet the needs of specific groups, i.e., employees, dormitory residents, fraternity and sorority members, and student athletes.
3. Each campus should analyze the individual circumstances and respond to persons with substance abuse problems on a case-by-case basis. Flexibility is necessary in order to evaluate each case based upon the specific problem, available assistance and alternatives, and the personal and legal obligations that may be involved. Each campus should establish mechanisms to ensure appropriate, consistent and reasonable analyses and recommendations regarding each case.
4. Campus educational and assistance programs should focus on helping individuals to:
 - 1) avoid the use of harmful substances,
 - 2) recognize the symptoms of abuse and addiction, and
 - 3) foster an understanding of the treatable nature of abuse and addiction, rather than on punitive action.
5. Each campus should review personnel and student policies and practices on the treatment of substance abuse issues to be sure that they address individual rights and responsibilities, appropriate laws, and available assistance relative to alcohol and substance abuse.
6. Each campus steering committee should develop and periodically update lists of community agencies acceptable for referral. These lists should be available to all employees and students.
7. Each campus should develop functioning and effective Employee Assistance Programs. Consideration should be given to obtaining General Fund support to provide for appropriate and trained staff. (Note: Previous CSU attempts to obtain General Fund support for such programs were unsuccessful. Because of collective bargaining implications, this recommendation may need to be considered by the Trustees' Committee on Collective Bargaining.)
8. In-service training programs should be required for supervisors, residence hall staff and other appropriate employees regarding the identification and treatment of substance abuse problems.
9. Increased efforts should be made to include appropriate information about substance abuse in new student and employee orientation, campus publications and, as appropriate, the curriculum.
10. Each campus should take the initiative to establish community links with local agencies, elementary schools, secondary schools and community colleges in order to develop effective, complementary and on-going educational and referral programs.



California State University, Sacramento

SACRAMENTO, CALIFORNIA 95819-2694

ACADEMIC SENATE



M E M O R A N D U M

DATE: September 11, 1990

TO: Members, Council for
University Planning

FROM: Juanita Barrera, Chair
Academic Senate (x6593)

A handwritten signature in cursive script, appearing to read "Juanita Barrera".

SUBJECT: 1990-91 Budget Adjustments

=====

Although I changed my plans to attend a conference in order to attend this CUP meeting, I've decided to write the memorandum that I would have written to speak for me in my absence even though I'm present. Specifically, I would like to propose an approach to the allocation of the funds we now know (think) are available for allocation. Before presenting a specific proposal, I would like to suggest that CUP engage in a general discussion of whether the funds should be allocated, in whole or in part, at this time or whether they should be held in reserve in anticipation of the imposition of further reductions in the future. (Note: My own position is that the funds should be allocated now.)

If it is decided to recommend that the funds be allocated at this time, I recommend that the following priorities for allocation be adopted:

1. That categorical programs specified by the Chancellor's Office as being "held harmless" of any budget reductions (e.g., EOP) be made whole, if they have suffered any reductions (other than those related to mandated management reductions).
2. That funds be allocated to support adequately the Spring schedule. To determine the amount of funds needed, I suggest that a) each dean be requested to identify the School's needs in this regard, b) that the AVP meet with each Dean, to consider data relevant to requests for additional faculty

1990-91 Budget Adjustments

Page 2

September 11, 1990

positions, and c) that the AVP develop a recommendation on the amount of additional funds that should be allocated to support the Spring Schedule and how these funds should be distributed among the Schools. As in other matters related to the budget, CUP would be informed of the AVP's recommendation and reasons for the recommendation, and would be provided the opportunity to comment. It should be noted that it is not my intent in this recommendation to suggest that there should be an across the board restoration of the 1% unallocated reduction to the Schools.

3. That an amount be set aside (\$50,000-\$100,000) to be used to meet requests made by program centers in their budget reduction plans to reduce the unallocated reductions based on special circumstances. I suppose it should be the President's staff or some subset thereof that should determine whether the "special circumstance" warrants the allocation of funds from this pool.
4. That funds be allocated to support campus programs that were scheduled to be funded with systemwide funds (e.g., API and Economics Education).
5. That CUP review a summary of reductions made to accomplish Phase I and Phase II reductions and develop a list of priorities for restoration (e.g., EASE conversion, faculty development, research positions, etc.).

The subject of this memorandum, including the specific proposals contained herein, was discussed with the Senate Executive Committee at its meeting on September 11, 1990. The Executive Committee endorsed unanimously the approach to budget adjustments specified in this memorandum. Most of the Executive Committee's discussion dealt with the issue of providing additional support for the Spring schedule. The Executive Committee most emphatically agreed that this should be the highest priority for the allocation of our new found resources.

JB/CD

cc: President Donald Gerth
Executive Committee Members